

ONEKAMA VILLAGE AND TOWNSHIP COMMUNITY
PARKS AND RECREATION COMMITTEE REGULAR
MEETING MINUTES

January 15, 2015

At 8:00 a.m. on Thursday, January 15, 2015, Chairperson Jon Phillips opened the Onekama Village and Township Community Parks and Recreation Committee regular monthly meeting in the Onekama Township Hall. Agendas were distributed. Other Committee members present were Mary Lou Millard, vice chairperson; Tom Gerhardt, secretary-treasurer; Leann Burger; Roger Burger; Kevin Hughes; Sally Koon; Jim Mrozinski; Paul Mueller; and Mary Reed. Al Taylor of the Explore the Shores Subcommittee also was present. Fire Captain Clinton Osborn sat in on the meeting for a time as well.

Approval of the Minutes of November 20, 2014. Millard moved that the minutes of the November 20, 2014, meeting be approved. Mueller seconded the motion; the motion carried.

Additions to the Agenda—Al Taylor made an addition to the agenda. The discussion about a kayak launch was added to the agenda under new business. It will follow Countywide Park and Recreation Five-Year Plan.

Secretary-Treasurer's Report—Secretary-Treasurer Gerhardt presented the financial report for the North Point Park Fund. The balance on September 30, 2014, was \$18,826.76, with no activity in September. Gerhardt said that his report starts with the September balance because the reports for September, October, and November had not been forwarded to him before the November 20 meeting.

On October 13, 2014, \$442.00 was paid to Consumers Energy as a down payment for electrical service for the new well at North Point Park. This left the balance on October 31, 2014 at \$18,384.76. On November 18, 2014, The Township deposited the extra \$1,000 for the well to the North Point Park Fund, which the Board voted at its May 6 meeting to accompany the \$8,000 for the well previously deposited. The balance on November 30, 2014, therefore was \$19,384.76.

A deposit of \$1,000 on December 9, 2014, brought the bank balance of the North Point Park fund on December 31, 2014, to \$20,384.76. The \$1,000 donation check was from Sally Wood, who had directed that \$500 of it be placed in the North Point Park Fund and \$500 be forwarded to the Portage Lake Watershed Forever. A \$500 check was written to the Watershed, leaving the North Point Park Fund checkbook balance at \$19,884.76. The check to the Watershed had not been cashed as of December 31, 2014.

Gerhardt noted that \$772.90 had been paid to Onekama Marine on October 13, 2014, for reimbursement for tent and table rental (\$499.26) and one-half of the cost of refreshments (\$273.64) for the Parks Appreciation Day, which was held on August 2, 2014, at North Point Park. The payment was made from the Township General Fund 2014-2015 Budget for Recreation/Parks Activities (all parks, 774-955). Onekama Marine bought all of the leftover food.

Leann Burger asked for the current balance in the Township General Fund 2014-2015 Budget for Recreation/Parks Activities. Gerhardt said that the balance only is reported every three months. Burger said that she would like to have the report monthly. Millard said that she would see what she, as Township office manager, could do about Gerhardt receiving a monthly report for Recreation/Parks Activities.

Tree Subcommittee—Mueller, chairperson of the Tree Subcommittee, reported that the Subcommittee's next meeting will include planning for the Arbor Day Celebration to be Saturday, May 16, 2015, at North Point Park.

Explore the Shores Subcommittee—Phillips reported that the Michigan Department of Natural Resources Trust Fund Board has approved the Township's application for the grant for improvements at Langeland Park. The total project cost is \$348,000. The grant will provide \$261,000; the match is \$87,000. The funding for this grant and the others approved on December 3 now must be allowed by the Michigan State Legislature.

Taylor said that the permit application for the project of sand removal at Langeland Park is being prepared by Rudi Milasich. Millard has provided for Milasich information on the previous permit application for sand removal at Langeland Park. Property owners in the area will also be consulted about this project.

According to Taylor, original plans created by Beckett & Raeder for the MNRTF project are needed before final plans can be drawn by an architectural firm to be selected. A project management team will be needed. Funding may come in April; work probably will not begin until fall. Taylor went on to say that there is an attempt to coordinate the project with the one at the Arcadia Beach Natural Area to possibly save money. The Arcadia project, which is also on Lake Michigan, is being funded by a MNRTF grant of \$300,000 and a match of \$105,000, which brings the total project cost to \$405,000.

An organizational meeting was held on December 22 by Tim Ervin, who wrote the grant applications for the Alliance for Economic Success. Present were David Meister, Onekama Township supervisor; Brad Hopwood, Arcadia Township Planning Commission chairperson; Phillips; and Taylor. Laura Heintzleman, director of the Manistee County Community Foundation, also was present. It was decided at this meeting that to facilitate donations for parks and recreation in Onekama Township and Village that a parks and recreation fund should be established with the Community Foundation.

Leann Burger asked if the Langeland Park project grant request included an allowance for cost increases since the application was first made in 2012. This was not known.

On December 23, 2014, the Onekama Township Board held a special meeting and voted to enter into the Manistee County Community Foundation Nonprofit Support Services Agreement for the Onekama Township Parks and Recreation Fund. This Agreement includes the following, which is labeled as “Schedule A”:

“The Foundation agrees to accept gifts and other deposits designated for the *Onekama Township Parks and Recreation Fund* (the ‘Fund’). The purpose of the Fund is to support the development of public parks and recreational sites within Onekama Township, Michigan, that are owned by Onekama Township, other local units of government, or public charities.

“A minimum deposit of \$500 is required to open the Fund and a balance of \$250 must be maintained unless the Client requests to close the Fund.

“The Foundation agrees to provide tax receipts to individuals and organizations that make gifts to the Fund.

“The Foundation agrees to maintain a database of the donors and will provide online access to the Client.

“The Foundation agrees to make disbursements from the Fund to qualified 501(c)(3) organizations, schools, or units of government upon the receipt of a written request from Client’s board of directors, including minutes of the meeting authorizing disbursement.

“The Foundation will invest the gifts in a money market account and/or certificates of deposit and will add the interest earned to the Fund on a monthly basis.

“Each calendar year, the Foundation will charge an administrative fee of 2 percent of any amounts received in that year, with a minimum fee level of \$250. The \$250 minimum administrative fee will be deducted from the Fund in the first calendar quarter of each year. The remaining administrative fee, if any, will be calculated and deducted from the fund on a quarterly basis. In the year the fund is created, the minimum administrative fee level of \$250 will be prorated and deducted in the calendar quarter in which the Fund is created. The fee structure may periodically be evaluated and adjusted.”

The members present at the January 15 Parks and Recreation meeting wanted to know how this Agreement addresses donations made for specific projects versus those made for parks and recreation in general. Phillips is to contact Heintzelman about this; perhaps she will come and discuss it with the group.

Portage Lake Watershed Forever—Reed reported that a retreat for the Portage Lake Watershed Forever would be held on Tuesday, January 27, 2015, at the Portage Lake Covenant Bible Camp. She also said that the PLWF is working with other Manistee watersheds to form a Collaborative Manistee Watershed entity. This will help when

applying for grants. There is a much greater chance of receiving a grant if it is submitted for a larger area.

Reed, who is chairperson of the PLWF, signed a Resolution To Support and Participate for the Watershed Collaborative Entity for Collective Impact. The Resolution indicates that the participating organization “supports efforts of the Alliance for Economic Success to seek and secure financial assistance to support the development of an entity that will collaborate with all region watersheds through a collective impact framework under the guidance of a leadership team consisting of watershed interests.”

Park Watchers—There were no reports. Leann Burger said that she had made some beautiful pictures of Glen Park in the snow.

Pierhead Light—Phillips said that the Pierhead Light wiring would not be done until April. Mrozinski reported that the light has been tested and is in working order. The dedication is still set for Sunday, July 5, 2015, at 10 p.m. Mrozinski said that the additional Pierhead Light donations that had been reported as received by Township Clerk Helen Mathieu were from a golf tournament at the County Highlands Golf Club at Bear Lake. The exact amount of these donations is unknown until a report is issued.

County Park and Recreation Plan—Phillips and Reed reported on the progress with the creation of a Five-Year County Park and Recreation Plan, which is a cooperative process of the Manistee County Planning Department and the Alliance for Economic Success. Reed on November 20, 2014, had agreed to be on the Leadership Team that was being formed.

This Plan is to be submitted to the Michigan Natural Resources Trust Fund so that the County can apply for Michigan Natural Resources Trust Fund grants in the future. It is felt that this Plan will coordinate projects and applications within the County. It is unknown if Onekama Village and Township will have to continue to submit five-year plans for MNRTF grants in the future. The current Onekama and Village Five-Year Plan expires December 31, 2018.

Roger Burger asked if minutes are available of the meetings to create the County Park and Recreation Plan. Reed said that she has them and would forward them to Millard for copying.

Student input is to be included in the County Plan; Michigan State University is to assist with this project.

Beach Volleyball at the Onekama Village Park—Al Taylor said that the renovation work for the shoreline at the Onekama Village Park includes the organization of beach volleyball this spring. Phillips indicated that people involved in volleyball should be asked to consult with Committee members organizing this program. Hughes said that those conducting volleyball programs at the Onekama School should certainly be contacted and asked for input.

Lake Levels Rise and Will Affect Projects and Events—Both Taylor and Mrozinski talked about the rising waters in the lakes, which are not yet at critical levels, though. There is concern that the Portage Lake fireworks that are often launched from the area at the end of Easy Street may have to be located elsewhere this year.

Longboarding Event—Taylor reported that the Longboarding event will be held in middle May this year. The Manistee County Road Commission will not give permission to block off the Smith Road hill. The Longboarders are holding the event, as it is “their” event and “their” group of participants. Taylor indicated the need for people to help with traffic control.

The course is considered an “expert’s” course; “novices” should be encouraged to take an alternate route. The Longboarders would like to do a display at Onekama Days again.

Parks and Recreation on the Onekama Web Site—Taylor thought that the parks and recreation sites in Onekama Village and Township should be listed with descriptions and a map of locations on the Onekama Web Site. Gerhardt and Millard said that the sites, with descriptions and a map of locations, are listed in “Onekama Community Parks and Recreation Sites You May Want To Visit.” Millard is to send a copy of the brochure to the Web Site.

News of parks and recreation events also need to be placed on the Web Site (this could include community education programs at the Onekama School). The minutes of the Parks and Recreation Committee meetings already are included on the Web Site. Taylor asked if these minutes are distributed to the Onekama Township Planning Commission. Gerhardt said that they were.

Taylor also told the group that the realtors want their vacation rentals and listings included on the Web Site.

Facilities for Kayak Launching—In beginning his discussion of providing a launch to facilitate placing kayaks in the water, Taylor said that this is not addressed specifically in the Village and Township Five-Year Plan. Phillips said that access to the water is in the Plan. Taylor mentioned that the launch has to be ADA compliant. Leann Burger stated that to be ADA compliant, the access to the launch would have to be compliant from the point the participant steps out of the car or other means of transportation that brought him or her there.

Taylor said that a kayak launch could be included at the M-DNR Launch Site. The kayak launch is attached to a dock structure, which requires the same maintenance as a boating and swimming dock. For permanent installation, you would have to have concrete piers. Taylor wanted to know if providing a kayak launch is an interest of the Parks and Recreation group.

Having a kayak launch at the M-DNR Launch Site is of interest to the group. Mrozinski said that the Michigan Department of Natural Resources has been very cooperative and accommodating with the Township in the installation of the Pierhead Light on the site at the boat launch that the M-DNR has leased to the Township. Leann Burger mentioned that wind is of concern in the location of a kayak launch.

Onekama Consolidated Schools—Hughes, who is superintendent of the Onekama Consolidated Schools, reported that the gyms at the Onekama School really have had heavy use by the students and the participants in the community program. Leann Burger, a fitness class instructor in the community program, said that the classes are about full. January has had four-week mini-sessions; February and March will have eight-week sessions. There has been good response to the indoor cycling program with stationary bicycles.

A biking tour group wants to use the School facilities this summer. The group's visit to Onekama helps with the local economy. Koon, who had to leave before this report was given, is president of the Onekama Consolidated Schools Board.

Update on the Onekama Village Park—Roger Burger stated that refreshing the beach remains to be done in the shoreline project at the Onekama Village Park. The presentation on the bandshell project will be at the regular Village meeting on January 21, 2015. The plans will be presented by Kendra Thompson, architect; the money needed will be discussed.

Portage Lake Association—Mueller and Taylor reported that the Winterfest will be February 28 with Jaimie Meister in charge. February 14 and 28 will bring vintage snowmobile races sponsored by the Manistee County Fair Association at the Fairgrounds in Onekama.

Scheduling Onekama Days Events—Taylor reminded the Committee members to schedule Onekama Days events early enough that they can be included in the brochure.

Next Meeting and Adjournment—The Parks and Recreation Committee meeting for January 15, 2015, adjourned at 9:55 a.m. The next regular meeting is on Thursday, February 19, 2015, at 8:00 a.m. in the Onekama Township Hall. Make note: if the Onekama School is closed for a snow day on the day of a meeting for the Parks and Recreation Committee, the Committee will not meet.

Respectfully submitted,



Tom H. Gerhardt, Secretary-Treasurer